82. *Residence on works.*— Residence on works shall ordinarily be left to the option of the persons relieved. Where materials, such as brushwood, thorns, stones, grass, &c., are procurable in the vicinity, relief workers who choose to reside on the works shall be encouraged to provide their own shelters, and hutting accommodation shall be provided at the expense of Government only to such extent as the Collector may deem to be absolutely necessary in each case.

83. *Expulsion from works.*—The Charge Officer of a relief work and all superior and inspecting officers shall have power to expel from the work any persons already admitted who are contumaciously idle or who are found on inquiry not to be at the end of their resources.

(i) *Organization*

84. *Charge Officer.*—Each relief work or group of relief works shall be placed under an officer who shall be called the Charge Officer, such work or group of works constituting a relief "charge". The Charge Officer, who shall be, whenever possible, of not less standing than an Aval-karkun or of similar rank in other departments, shall be appointed by, or with the approval of, the Collector and shall be directly subordinate to the Executive Engineer and the Public Works Sub-Divisional Officer in whose charge the work lies.

85. *Duties of Charge Officer.*—The Charge Officer shall be responsible for the general conduct of the work and for the organization of the people with a view to the preservation of order and to the best possible distribution of relief. He shall pay special attention to the following points: –

(*a*) the prompt admission and registration of applicants;

(*b*) the classification and subsequent general supervision of workers and dependents;

(*c*) the provision of tools and shelter;

(*d*) the correctness and prompt payment of wages;

(*e*) the provision of small coin;

(*f*) the market arrangements, both as regards the sanitary condition of the shops and the sufficiency and wholesomeness of the supplies;

(*g*) the adequate supply and distribution of pure water and the protection and disinfection of the sources of supply;

(*h*) the hospital and sanitary arrangements, including the discovery of the sick in the camp;

(*i*) the arrangements for burning or burying the dead;

(*j*) the arrangements of kitchens attached to the works;

(*k*) the prompt relief of emaciated persons presenting themselves at the work or of helpless children and sick persons generally;

(*l*) the formation of the working gangs;

(*m*) the separation of the weakly and infirm from the able-bodied and the formation of weakly gangs;

(*n*) the adjustment of the task to the nature of the soil;

(*o*) the variation of the task for new-comers and weakly persons in accordance with such general orders as the Collector may issue;

(*p*) the prompt submission of accounts and reports;

(*q*) the immediate report to the Public Works Sub-Divisional Officer, Executive Engineer and Collector of the outbreak of any epidemic disease;

(*r*) the hearing and investigation of complaints, which should be held at a fixed place daily.

86. *Camp sites.*—The sites for relief workers' camps shall be selected with special regard to sanitary conditions, and provision shall be made before the work is opened for the supply of drinking water and the protection of the water sources from contamination and for the immediate isolation of cases of cholera or other epidemic diseases.

87. *Latrines.*—Arrangements shall be made either to dig trenches as latrines for the workers or to mark off with flags sites to leeward of, and not less than 200 yards from, the camp, where the people may be allowed to ease themselves. In either case suitable latrine accommodation shall be provided separately for dependents in the kitchen, hospital patients and the work staff.

88. *Markets on Works.*—When it is necessary to have a market for the supply of food at a relief work itself the Charge Officer shall see—

(*a*) that the shops are located where they can be most easily protected and that they are guarded as far as may be necessary;

(*b*) that only wholesome articles of food are offered for sale, food unfit for human consumption being confiscated and destroyed;

(*c*) that correct weights and measures are used;

(*d*) that the prices current on the work are notified daily on a board placed in a conspicuous part of the market;

(*e*) that only persons approved by him are allowed to open, or keep open, shops at or near the work;

(*f*) that if competition is insufficient to ensure fair prices being charged, the matter is at once reported to the Collector.

89. *Weekly progress report.*—The Charge Officer shall despatch daily post cards in Form 8, showing numbers relieved and expenditure incurred on the preceding day, to the Collector, the Executive Engineer and the Public Works Sub-Divisional Officer. He shall also prepare and submit direct to the Collector a brief general report in Form 9.

(ii) *Admission and Classification of Applicants for Relief*

90. *Admission of applicant for relief.*—At every work a place indicated by a conspicuous flag shall be fixed for the admission of applicants and shall be visited twice a day by the Charge Officer. A subordinate shall be in attendance every day, including rest-days, throughout the day to classify the applicants and draft them to the work.

91. *Classification of workers and dependents.*—The workers and their dependents shall be classified as follows:—

Workers

Class A.—Mates of gangs (gangers) and special gangs	...	Men only.
„ B.—Adults employed on digging or some equivalent labour	...	Men. / Women.
„ C.—Adults employed on carrying or some equivalent labour	...	Men. / Women.
„ D.—Children of both sexes, between the ages of ten and fourteen, who are fit to work.		

Dependents

Class E.—Adult dependents, including hospital patients and those attending on them.		Men. / Women.
„ F.—Children between the ages of ten and fourteen, incapable of labour.		
„ G.—Children over seven but under ten.		
„ H.—Children under seven but not in arms.		
„ I.—Children in arms.		

Class A shall include, besides gangers, others holding a slightly responsible position and labourers with special qualifications, such as quarrymen, whom it is necessary to entertain for the proper control of the labour or prosecution of the work. Sweepers, water-carriers, ward servants and other menials shall be selected as far as possible from the relief workers and shall be classified as baove in accordance with the degree or difficulty of their work.

(iii) *Charges and Gangs*

92. *Relief charge.*—A relief "charge" shall ordinarily contain not more than 3,000 workers. When there are more than one charge on a work, each